

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: July 26, 2018

PAYROLL LETTER #18-012
(Civil Service Only)

TO: All Agencies in the Uniform State Payroll System

FROM: Marissa Revelino, Chief
Personnel/Payroll Services Division

RE: PAYROLL ONLINE INFORMATION SYSTEM CHANGES

The California Government Code requires that employers report employees' monthly rate of pay to California Public Employees' Retirement System (CalPERS) which can no longer include special compensation. Due to locked-in Earnings Identifiers (EID) and Shift Differential Codes (SD) the State Controller's Office, Personnel/Payroll Services Division (PPSD) found it necessary to modify the Payroll System. Effective August 1, 2018, Agencies will see changes to the Payroll Online Information System (HIST).

The payment detail in HIST displays the SD and up to three EIDs for payments when they are locked into Employment History. Effective August 1st, the payment detail screen will be modified to include the Base Pay amount derived from Employment History as well as the SD and EID gross amounts included in the payment if subject to retirement. The gross amount for EIDs not subject to retirement will be zero. Refer to CalHR's website at <http://www.calhr.ca.gov/state-hr-professionals/Pages/pay-differentials.aspx> for pay differential information.

The deduction detail screen will also be modified to display the SD and EIDs with the gross amount when an arrears adjustment for deduction organization code 003 is processed and impacts the SD and/or EIDs. The data contained in these fields are informational only used for reporting of special compensation amounts to CalPERS.

Page two will provide examples of the HIST payment detail and deduction detail screens.

-PAYMENT DETAIL-										PAGE 001 OF 002
<div style="display: flex; justify-content: space-between;"> KE BXXXXXXX 437-562-1937-028 01 CBID- R07S </div>										
PAY PERIOD	A/R OR WARRANT#	DATE	ORIGIS	CLEAR	LS/PP	TIME PAID	GROSS	NET	SUSP	
0-10-17	02587144	110117		10249		17	4705.65	3588.34		
C R P P A S G S	W W G -	O T R S		SALARY	TIME	SALARY	BASE	TRANS	BATCH/PS	
T L T S C D T P	F L S A	C D G T		TOTAL	BASE	FULL	PAY		FILE#	
1 1 0 0 N 1 2		1		6089.67		6089.67	4645.00	603	JG603	

<<-----RETIREMENT----->>					<-----FEDERAL TAX----->					MISC GROSS
SUBJ	W/H	ST-SHR	ID / RATE	GROSS	W/H	FD EX				.00
4087.47	464.68	1808.50	3Y*.13000	3753.50	.00	S 99	SD			66.97
										EID
<-----SOCIAL SECURITY----->					<-----STATE TAX----->					1- 8K53
EE GROSS	EE	W/H	ER GROSS	ER	W/H	GROSS	W/H	CA EX EXT		.00
.00		.00	.00		.00	3753.50	.00	S 00 99		2- 8EPH
										57.95
<-----MEDICARE----->					<-----SDI----->					3-
EE GROSS	EE	W/H	ER GROSS	ER	W/H	GROSS	W/H	ER W/H		.00
4368.18		63.34	4368.18		63.34	.00	.00	.00	BF	

MISCELLANEOUS DEDUCTIONS										PAGE 002 OF 002
<div style="display: flex; justify-content: space-between;"> KE BXXXXXXX CBID- R07S </div>										
		PT CT	AR/WARRANT#		DATE					
0-10-17		437-562-1937-028	0 5 21706		111417					
DED ORG	AMOUNT	PP	TP	AGY-RU	GROSS	ST SHR	SALARY	ID	RATE	CBID
				EID/SD	EID/SD GROSS					
003	464.68-*	1017	RP	437562	4087.47-	464.68-	5128.00-	3Y*	.13000	R07S
003	.00 *	1017	RP	437562	.00	.00	.00	3Y	.13000	R07S
				8EPH	57.95-					
003	.00 *	1017	RP	437562	.00	.00	.00	3Y	.13000	R07S
				N	66.97-					

Please direct questions concerning the HIST screen changes as follows:

<u>SUBJECT AREA</u>	<u>CONTACT</u>	<u>TELEPHONE NUMBER</u>
General Payroll Procedures	Customer Contact Center	(916) 372-7200

MR:AFB:PMAB